

DEPARTMENT OF SOCIAL SERVICES

744 P Street, M.S. 19-31  
Sacramento, CA 95814  
(916) 323-0473



November 2, 1984

ALL-COUNTY INFORMATION NOTICE I- 98-84

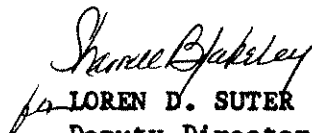
TO: All Public & Private Adoption Agencies  
Department of Social Services Adoptions District Offices

SUBJECT: ERRORS IDENTIFIED IN RELINQUISHMENT REVIEW PROCESS

Adoptions Branch staff have identified some common errors on forms for voluntary termination of parental rights and other documentation sent to State Department of Social Services for review in order for the Department to issue its waiver of the court report (Acknowledgment and Waiver - AD 906) for voluntary termination of parental rights. The forms used, as appropriate, include relinquishments, statements of understanding, denial of paternity (AD 588) and waiver of notice (AD 590). Other documents submitted to the Department include the Supporting Information for Issuance of Department of Social Services Acknowledgment and Waiver (AD 90), Notification Procedure in Lieu of Signing Relinquishment, Waiver or Denial (AD 551-A) and copies of any court orders terminating parental rights. Identified errors on this supporting documentation occur primarily in the use of the AD 90.

We have prepared the attached list of the most frequently occurring errors as a review guide to your staff before you submit information to the Department. Please take the time to check carefully each of these items as applicable to a case, in order to reduce delays in receipt of the Department's acknowledgment and waiver.

If there are questions about this information, you may contact Eva Stewart at (916) 323-0473.

  
LOREN D. SUTER  
Deputy Director  
Adult and Family Services Division

cc: CWDA

Attachment

RELINQUISHMENT - REVER & DENIAL

1. Certification omitted, not signed, or not dated.
2. Corrections and alterations not initialed by all parties. (Worker, birth parent and witnesses).
3. Out of State Relinquishments, notary seal not affixed.
4. Relinquishment accepted before Indian Child Welfare Act clearance.
5. Relinquishment accepted before competency of parent is established.

INVOLUNTARY TERMINATION OF PARENTAL RIGHTS

1. Copy of court orders not submitted with each AD 551-A.

STATEMENT OF UNDERSTANDING

1. Boxes checked - not initialed by relinquishing parent.
2. Sent to the Department before the specific holding period has expired.

(Up to 30 days or as otherwise agreed to by the parent and agency, so that rights of the other parent can be terminated before relinquishment is filed.)

AD 90

1. Section I. Birth date of child not verified.
2. Section III. Marital History of Mother.
  - a. Marriages, divorces, deaths, not verified. (Other legal action may need to be taken in lieu of any necessary verification.)
  - b. Presumed father(s) listed in Section II, but no marital history in Section III.
  - c. Appropriate box in Section IV not marked to substantiate information on presumed father in Section II.
  - d. Section on Indian Child Welfare Act not appropriately filled out, or omitted.